

CAMPUS PROJECT MANAGEMENT PLAN (UNIVERSITIES)

Common Core State Standards, PARCC Assessments & COMPASS: K-12/Postsecondary Alignment

July 1, 2012 – October 31, 2014

NAME OF UNIVERSITY:	
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A. Goals:

- Goal 1:** CCSS/Assessments: Successful implementation of Common Core State Standards/aligned assessments.
- Goal 2:** K-12 & Post-secondary Ownership: Shared ownership of college readiness by K-12 and post-secondary sectors.

B. Outcomes:

- Outcome #1:** Statewide definition of “college readiness”
- **Progress Indicator:** All twelve two-year and community colleges will create PARCC Campus Leadership Teams by September 1, 2012.
 - **Progress Indicator:** All two- and four-year institutions plus K-12 partners will reach consensus on a listing of competencies for a statewide definition of “college readiness” for English I and College Algebra by December 31, 2012.

Outcome #2: K-12/postsecondary alignment to Common Core State Standards in:

- Academic courses/sequences & teacher development
 - **Progress Indicator:** All two-year and community colleges plus universities will align teacher preparation course syllabi to the CCSS by June 30, 2013.
 - **Progress Indicator:** All two-year and community colleges plus universities will begin implementing the new teacher preparation course syllabi by the beginning of the fall 2013 semester.
 - **Progress Indicator:** All two-year and community colleges plus universities will align mathematics and English course syllabi and course sequences in arts/science departments to the CCSS by June 30, 2013.
 - **Progress Indicator:** All two-year and community colleges plus universities will begin implementing the realigned mathematics and English course syllabi and course sequences in arts/science departments by the beginning of the fall 2013 semester.
- Data and accountability
 - **Progress Indicator:** All two-year and community colleges plus universities with teacher preparation programs plus PK-12 partners will reach consensus on a list of types of drill down data for the PARCC assessments to be provided to teachers and teacher preparation programs to better interpret value-added results and submit the list to PARCC test developers by June 30, 2013.

Outcome #3: Postsecondary institutions use CCSS assessment to determine readiness for credit bearing course enrollment (2015 or later)

- **Progress Indicator:** All two- and four- year institutions will have a minimum of one faculty member who will be involved in PARCC research activities by June 30, 2014 to develop and/or validate the new PARCC assessments.
- **Progress Indicator:** The State will articulate the relationship between the PARCC assessment and existing college ready assessments (e.g., ACT, PSAT, SAT, etc.) by June 30, 2014. (If research data are not available, this timeline will need to be extended to a date when the data are available.)

C. Project Description

Deep collaboration already exists in the state as K-12 and higher education have worked together to create articulation and transfer arrangements that impact all parts of the state. Louisiana is one of the Governing States for the Partnership for Assessment of Readiness for College and Careers (PARCC) and has made a commitment to be involved in the development and implementation of the new assessments. A decision has been made by the Louisiana Board of Regents and Louisiana Department of Education to jointly involve PK-12 educators, arts/science faculty, education faculty, other education leaders, and local communities in the PARCC alignment/assessment work since two-year and community colleges plus universities are recipients of college ready high school students and also produce the teachers who prepare students to be college ready.

The State has already convened university chancellors/presidents to deepen their understanding of the Common Core State Standards and PARCC assessments and to discuss their roles/responsibilities. However, needs exist to involve all two-year and community colleges in the work and involve more faculty and K-12 teachers in alignment/assessment activities. This initiative will assist Louisiana in addressing those needs while building upon an infrastructure that has already been created to address articulation/transfer, the Common Core State Standards and PARCC assessments. Louisiana is also in the process of adopting new evaluation standards for teachers and educational leaders (COMPASS) and aligning the PK-12 curriculum to the new Common Core State Standards (CCSS). A need now exists for all teacher preparation programs to integrate COMPASS, PARCC, and CCSS into the university curriculum.

The Project Management Plan will help to address these needs.

D. Deliverables

1.	List of Communication Activities Regarding PARCC and Common Core State Standards
2.	List of Core Competencies and Evidence for College Algebra
3.	List of Core Competencies and Evidence for English Composition I
4.	List of Opportunities for Common Core State Standards, PARCC, and COMPASS Faculty Development
5.	College of Education CCSS/Assessment Alignment of Syllabi and Implementation Documentation
6.	College of Arts/Science CCSS/Assessment Alignment of Syllabi and Implementation Documentation
7.	List of Professional Development Needs and Resources
8.	List of Drill Down Data Needs
9.	List of Faculty Participating in Research
10.	Four-Year Contracts for Grant Funds

E. Challenge(s)

Initiative Challenge		Strategies to Address the Challenge
1.	This initiative is dependent upon the active engagement of the PARCC Campus Leadership teams and other faculty within the four-year institution.	Direct communication will occur between the Louisiana Board of Regents, campus chief academic officers, and college of education deans pertaining to the implementation of the activities.
2.	The success of this initiative is dependent upon complete implementation of the details of the plan.	A contact person on each campus will report to the chief academic officer/college of education dean and be accountable for the completion of the activities within the campus plans.

F. Barrier(s)

Initiative Barrier		Strategy to Address the Barrier
1.	Two- and four-year college faculty do not currently possess a thorough understanding of the shifts that need to occur to effectively address the Common Core State Standards when preparing new teachers.	Each campus will provide opportunities for professional development regarding the Common Core State Standards and COMPASS for faculty.

G. Project Organization

Role	Description	Staff Assigned
Authorized Agency Official	Has ultimate authority over and is responsible for a project and/or a program, its scope and deliverables.	
PARCC Campus Leadership Team Coordinator	Develops and maintains project plan and project schedules, executes project reviews, tracks and disposes of issues and change requests, manages the budget, and is responsible for overall quality of the deliverables.	
Project Team	Is responsible for performing the activities necessary for implementation of the project.	
Key Partners	Is responsible for implementing activities at the campus levels and within the Louisiana Department of Education.	
Experts	Provides expert understanding of their organizations and represents area for which the project is intended to support/serve.	

H. Deliverables and Activities

	Deliverable(s) and Tasks	Responsible Person	Start Date	Projected End Date	Actual Completion Date
1.0	List of Communication Activities Regarding PARCC and Common Core State Standards				
1.1	Oversee the communication of information about the Common Core State Standards (CCSS), PARCC assessments, college readiness definitions to university, and PK-12 partners through state and campus convenings and oversee the coordination of activities.	College of Education Dean	7/1/12	10/15/14	
	1.1.1				
	1.1.2				
	1.1.3				
1.2	Provide communication about PARCC.				
	1.2.1				
	1.2.2				
	1.2.3				
1.3	Provide Communication about Common Core State Standards and COMPASS.				
	1.3.1				
	1.3.2				
	1.3.3				
2.0	List of Core Competencies and Evidence for College Algebra				
2.1	Provide input into the development of core competencies and college readiness standards acceptable to all colleges and universities in Louisiana.	College of Education Dean	7/1/12	12/31/12	
2.2					
2.3					
3.0	List of Core Competencies and Evidence for English Composition I				
3.1	Provide input into the development of core competencies and college readiness standards acceptable to all colleges and universities in Louisiana.	College of Education Dean	7/1/12	12/31/12	
3.2					
3.3					
4.0	List of Opportunities for Common Core State Standards, PARCC, and COMPASS Faculty Development				
4.1	Provide faculty with professional development opportunities pertaining to the CCSS, PARCC, and Compass.	College of Education Dean	7/1/12	6/30/13	
4.2					
4.3					
4.4					
4.5					
4.6	Finalize the list of completed professional development opportunities for faculty.	PARCC Campus	6/30/13	6/30/13	

		Leadership Team			
5.0	College of Education CCSS/Assessment/COMPASS Alignment of Syllabi and Implementation Documentation				
5.1	Realign the teacher preparation curriculum to prepare pre-service teachers to teach to the new CCSS, COMPASS, and assessments to begin implementation during fall 2013.		PARCC Campus Leadership Team	7/1/12	6/30/13
	5.1.1				
	5.1.2				
	5.1.3				
	5.1.4				
5.2	Submit “syllabi and implementation documentation.”			10/15/13	10/15/13
5.3	Submit a Year Two Project Management Plan to identify the process that will be used to implement the realigned teacher preparation curriculum during spring 2013, summer 2013, and fall 2013.		College of Education Dean	10/15/12	10/15/12
5.4	Submit a Year Three Project Management Plan to identify the process that will be used to implement the realigned teacher preparation curriculum during spring 2014, summer 2014, and fall 2014.		College of Education Dean	10/15/13	10/15/13
6.0	College of Arts/Sciences CCSS/Assessment Alignment of Syllabi Documentation				
6.1	Realign arts/science courses in Mathematics and English with CCSS, PARCC, & COMPASS.		Math and English Faculty Members	7/1/12	10/15/14
	6.1.1				
	6.1.2				
	6.1.3				
	6.1.4				
6.2	Submit a Year Two Project Management Plan to finalize plans to align arts/science courses in Mathematics and English with CCSS, PARCC, & COMPASS and begin to implement the new courses during fall 2013.		PARCC Campus Leadership Team	10/15/12	10/15/12
6.3	Submit a Year Three Project Management Plan to implement realigned Arts/Science courses in Mathematics and English during spring 2014, summer 2014, and fall 2014.		PARCC Campus Leadership Team	10/15/13	10/15/13
7.0	List of Professional Development Needs and Resources				
7.1	Begin to identify needs for professional development and available resources for new teachers, experienced teachers, and remedial/developmental education instructors to alter practices to address the CCSS and PARCC assessment.		PARCC Campus Leadership Team	7/1/12	9/30/12
	7.1.1				
	7.1.2				
	7.1.3				
	7.1.4				
7.2	Continue to identify professional development needs and available resources during Year Two for new teachers, experienced teachers, and remedial/developmental education instructors to alter practices to address the CCSS and PARCC assessment and begin to implement during fall 2013.		PARCC Campus Leadership Team	10/1/12	9/30/13
7.3	Implement professional development for new teachers, experienced teachers, and remedial/developmental education instructors during Year Three to alter practices to address the CCSS and PARCC assessment.		PARCC Campus Leadership Team	10/1/13	9/30/14
8.0	List of Drill Down Data Needs				

8.1	Participate in state meeting to identify types of drill down data needed for new PARCC assessments to help teachers and teacher preparation programs improve practices.	State Lead and State Research Team Members	7/1/12	6/30/13	
8.2	Submit list of drill down data needs to PARCC Governing Board.	State Lead	7/1/12	9/30/13	
9.0	List of Faculty Participating in Research				
9.1	Identify a minimum of one faculty member per university during Year Two to participate in research studies to create assessment items and/or validate PARCC assessment results.	PARCC Campus Leadership Team	10/1/12	9/30/13	
9.2	Identify a minimum of one faculty member per university during Year Three to participate in research studies to create assessment items and/or validate PARCC assessment results.	PARCC Campus Leadership Team	10/1/13	9/30/14	
10.0	Two- and Four-Year Contracts for Grant Funds				
10.1	Submit Year One Project Management Plans and budgets.	College of Education Dean	7/6/12	7/20/12	
10.2	Submit signed contracts.	College of Education Dean	7/6/12	7/27/12	
10.3	Submit invoices to State for Year One expenditures quarterly. (Private Universities Only)	Private Campuses	7/6/12	10/15/12	
10.5	Submit Year One Project Management Plan Progress Report and Year One CCSS Expenditure Report	College of Education Dean	10/15/12	10/15/12	
10.6	Submit Year Two Project Management Plan, Year Two CCSS Budget, and Year Two CCSS Budget Narrative	College of Education Dean	10/15/12	10/15/12	
10.7	Sign amendments to increase contract amount for second year of grant (2012/13) and attain approval.	College of Education Dean	11/1/12	11/30/12	
10.8	Submit invoices to State for Year Two expenditures quarterly. (Private Universities Only)	Private Campuses	10/01/13	9/30/13	
10.9	Submit Year Two Project Management Plan Progress Report and Year Two CCSS Expenditure Report.	College of Education Dean	10/15/13	10/15/13	
10.10	Submit Year Three Project Management Plan, Year Three CCSS Budget, and Year Three CCSS Budget Narrative.	College of Education Dean	10/15/13	10/15/13	
10.11	Sign amendments to increase contract amount for second year of grant (2012/13) and attain approval.	College of Education Dean	11/1/13	11/30/13	
10.12	Submit invoices to State for Year Three expenditures quarterly. (Private Universities Only)	Private Campuses	10/01/13	9/30/14	
10.13	Process invoices for payment quarterly.	College of Education Dean	10/01/13	9/30/14	
10.14	Submit Year Three Project Management Plan Progress Report and Year Three CCSS Expenditure Report.	College of Education Dean	10/31/14	10/31/14	
10.15	Submit Final Expenditure Report (Must include all three years)	College of Education Dean	10/31/14	10/31/14	

Note: All items highlighted in yellow do not need to be addressed until Year Two and Year Three of the grant.